

CITY OF KEY WEST
APPLICATION FOR A SPECIAL EVENT PERMIT

Name of Applicant(s) SUNRISE ROTARY FOUNDATION OF KEY WEST, INC.

Address of Applicant(s) P.O. Box 2354 Key West, FL 33040

Joel Narlock → 262-492-9830 (cell)
Phone Number of Applicant(s) 305-295-6400 Fax: 305-295-6450 Email JOELNARLOCK@GMAIL.COM

Name of Non-Profit (s) SEE ABOVE

Address of Non-Profit(s) SEE ABOVE

Phone Number of Non-Profit(s) SEE ABOVE

Amount or Percentage of Revenue Non-Profit(s) anticipates receiving \$ 30,000

Date/Dates of Event FRI/SAT. SEPT 18-19, 2015

Hours of Operation 10 AM - MIDNIGHT, BOTH DATES

Estimated/anticipated number of persons per day 10,000

Location of Event DUVAL ST & GREENE ST

Street Closed ① DUVAL ST. FROM FRONT ST. TO ANGELA ST.
② CAROLINE ST. FROM DUVAL ST. TO SIMPSON ST.

Detailed description of event CHARITY MOTORCYCLE BIKE WEEK FEEDBACKS

Noise exemption required: Yes No

Alcoholic beverages sold/served at event: Yes No

The applicant does acknowledge and hereby affirms that any and all information is accurate to the best of his/her knowledge. The applicant(s)/permittee agrees to assume full responsibility and liability for and indemnify and hold the City of Key West harmless from and against all liability, claims for damages, and suits for or by reason of any injury to any person or damages to any property of the parties hereto or of the third persons for any and all cause or causes whatsoever or in any way connected with the holding of said event or any act or omission or thing in any manner related to said event and its operation irrespective of negligence, actual or claimed, upon the part of the city their agents or employees.

SUNRISE ROTARY CLUB OF KEY WEST
BY: Joel Narlock
BIKE WEEK CHAIR
Applicants Signature

MARCH 29, 2015
Date

Financial Statement of the event of the previous year must be submitted with application

**CITY OF KEY WEST
APPLICATION FOR A SPECIAL EVENT PERMIT
NOISE CONTROL EXEMPTION**

\$50.00

Date 3/29/15

Applicant Name SUNRISE ROTARY CLUB OF KEY WEST

Applicant Address P.O. Box 2354, Key West, FL 33040

Applicant Phone Number 305-295-6400 - JOEL NARLOCK, BIKE WEEK CHAIR

Event Name SUNRISE ROTARY CLUB BIKE WEEK

Event Address/Location DUVAL STREET / GREENE STREET / CAROLINE STREET, KEY WEST

Date of Event SEPT 18-19, 2015

Nature of Event CHARITY MOTORCYCLE BIKE WEEK

Profit Non Profit

Time(s) Request for Exemption 10 AM - MIDN

Number of Exemptions at this location this calendar year

Date of last exemption SEPT 19-20, 2014

City of Key West
R E P R I N T
*** CUSTOMER RECEIPT ***
Oper: KEYWSJ52 Type: OC Drawer: 1
Date: 4/10/15 45 Receipt no: 19076

Description	Quantity	Amount
SS	SPECIAL EVENTS PAYMENTS	
	1.00	\$50.00

G/L account number:
00100003429300
00100001040000

SUNRISE ROTARY POKER RUN
NOISE EXEMP

Tender detail		
CK CHECK	1968	\$50.00
Total tendered		\$50.00
Total payment		\$50.00

Trans date: 4/10/15 Time: 15:02:45

Revised for
Third Reading
11/19/02

ORDINANCE NO. 02-29

AN ORDINANCE OF THE CITY OF KEY WEST, FLORIDA, AMENDING CHAPTER 6 OF THE CODE OF ORDINANCES ENTITLED "AMUSEMENTS AND ENTERTAINMENT" BY AMENDING ARTICLE II PERTAINING TO SPECIAL EVENTS; AMENDING SECTION 6-26 TO REQUIRE A DOWN PAYMENT ON THE COST OF CITY SERVICES, TO ALLOW FOR INTEREST ON LATE PAYMENTS, AND TO INCREASE THE COST WAIVER TO \$1,000.00; ADDING SECTION 6-27 TO RESTRICT PLACEMENT OF FOOD, BEVERAGE AND MERCHANDISE BOOTHS; AMENDING SECTION 6-56 TO REQUIRE THE APPLICATION TO LIST AN EMERGENCY CONTACT PERSON; AMENDING SECTION 6-57 TO ESTABLISH A MINIMUM NON-PROFIT SHARE FOR SPECIAL EVENTS IN WHICH A STREET IS CLOSED; AMENDING SECTION 6-58 TO PROVIDE THAT MAJOR FESTIVAL SPONSORS MAKE APPLICATION SIX MONTHS IN ADVANCE AND APPROVE CERTAIN SALES OF ALCOHOLIC BEVERAGES; ADDING SECTION 6-61 PERTAINING TO HANDICAP-ACCESSIBLE BATHROOM FACILITIES; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL OF INCONSISTENT PROVISIONS; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City Commission finds that a revision to the regulations governing special events and street closures would promote the health, safety and welfare of the citizens of Key West.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF KEY WEST, FLORIDA:

Section 1: That section 6-26 of the Code of Ordinances is hereby amended as follows*:

Sec. 6-26. Payment for city services.

(a) The organizer or sponsor of any festival, street fair, fair, carnival, athletic event, contest, competition, parade, fundraiser, rally, boat or car race or other special event which requires city authorization, whether by administrative permit or city commission approval, and which requires the provision of additional or extraordinary support services by police, fire, administrative, or other city departments in order to maintain order or safety or to escort participants shall pay to the city the cost of such services. A down payment of ten percent (10%) of the costs, as estimated by the city manager, shall be made to the city either by certified check or credit card at least ten (10) days prior to the event.

(b) The city manager shall establish a cost schedule for additional or extraordinary support services for the events referred to in subsection (a) of this section, which schedule shall be subject to approval of the city commission. The city manager is authorized to provide reasonable terms for time and manner of payment. If the event sponsor fails to pay the full costs at the time determined by the city manager or, if no such deadline is

*(Coding: Added language is underlined; deleted language is ~~struck through~~.)

established, then within thirty (30) days after the event the city may impose an interest charge on the amount due at the rate of one and one half percent (1-1/2%) per month.

(c) The city commission may grant special exceptions to this section for cause shown upon the public record.

(d) The first ~~\$500.00~~ \$1,000.00 of costs as specified in subsection (a) of this section may be waived for any organizer or sponsor which has qualified as a tax-exempt nonprofit organization according to state or federal law. Acceptance of this waiver by such sponsor shall render the event a public accommodation subject to the human rights provision of the section 38-225.

(e) Any nonprofit organization accepting the waiver provided for by subsection (d) of this section shall, within 90 days following the special event, submit to the city commission an accounting of expenses and revenues incurred and generated during the event.

Section 2. That section 6-27 is hereby added to the Code of Ordinances as follows:

Sec. 6-27. Food, beverage and merchandise booths.

No booth or stall set up for a special event and serving any amount or type of food and/or beverage, or selling merchandise, shall be placed directly in front of, or within five(5) feet of the property line of, a restaurant or a bar or a retail store (selling

primarily the same or similar merchandise), unless the owner of the restaurant, the bar or the store consents. This section shall not apply to major festivals as defined in section 6-58.

Section 3. That section 6-56 of the Code of Ordinances is hereby amended as follows:

Sec. 6-56. Application.

(a) Except as provided in section 6-58, At least 60 days prior to a proposed special event that will result in the closing of a public street, the sponsor shall submit an application to the city manager. An application may be made either by a tax-exempt nonprofit organization (nonprofit) or jointly by a nonprofit and a private person or business entity.

(b) If the city manager approves the application, he shall then schedule it for consideration by the city commission. However, if the special event proposes to close only one block, is intended to end prior to 9:00 p.m. on any day of the year, and does not seek either a fee cost waiver or a noise exemption, the city manager may give final approval to the application.

(c) Each application shall include the name of a sponsor's contact person and that person's 24-hour telephone number(s), in case of emergency.

Section 4. That section 6-57 of the Code of Ordinances is hereby amended as follows:

**Sec. 6-57. Donation of percentage of revenue
to nonprofit organization.**

~~A percentage of the revenues of a special event that causes the closing of a city street must be donated to the nonprofit organization and, at the sponsor's option, to additional charities. On the application form issued by the city manager, the nonprofit must state the amount or percentage of revenues it anticipates to receive from the special event.~~ When a sponsor proposes a special event that will cause the closing of a city street or other public right-of-way, the sponsor must donate at least twenty-five percent (25%) of the sponsor's gross revenues or \$1,000.00, whichever is greater, to at least one nonprofit organization. The sponsor must designate the nonprofit organization(s) on the application for the event. Each named nonprofit organization must provide the city manager with a letter of assent.

Section 5. That section 6-58 of the Code of Ordinances is hereby amended as follows:

Sec. 6-58. Major festival.

(a) A major festival is a special event of regional impact. Major festivals are: ~~Faney~~Fantasy Fest, Hemingway Days, Goombay Festival, Conch Republic Celebration, the Poker Run, the Valentine's Day event for Wesley House, the Red Ribbon event at ~~Mango's~~ Mangoes, and such other special events as may be added or subtracted by resolution of the city commission. Private persons

or business entities who sponsor major festivals are not required to provide funds to a non-profit organization per section 6-57. An application for a major festival must be received in the city manager's office at least six (6) months in advance of the scheduled event. ~~have a non profit coapplicant or to provide a percentage of revenues to a charitable cause.~~

(b) A business that seeks to sell alcoholic beverages at a major festival pursuant to an APS state license, and which is not a bar or restaurant or other concern that sells alcoholic beverages in the ordinary course of its business, must obtain the written approval of the major festival sponsor and provide such approval to the city of Key West.

Section 6. That section 6-61 is hereby added to the Code of Ordinances as follows:

Sec. 6-61. Temporary bathroom facilities.

Whenever the sponsor of a special event provides temporary bathroom facilities on the public right-of-way, at least five percent (5%) of those facilities or one of those facilities, whichever is the greater number, shall be accessible to persons with physical disability.

Section 7. If any section, provision, clause, phrase, or application of this Ordinance is held invalid or unconstitutional for any reason by any court of competent jurisdiction, the remaining provisions of this Ordinance shall be deemed severable

therefrom and shall be construed as reasonable and necessary to achieve the lawful purposes of this Ordinance.

Section 8. All Ordinances or parts of Ordinances of said City in conflict with the provisions of this Ordinance are hereby superseded to the extent of such conflict.

Section 9. This Ordinance shall go into effect on January 1, 2003.

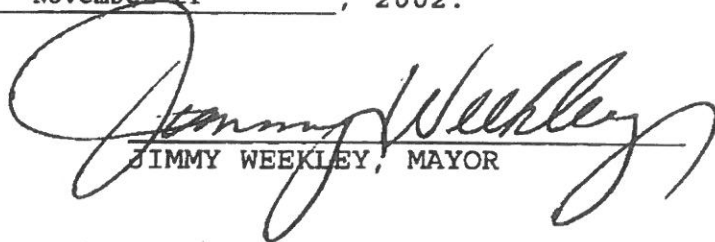
Read and passed on first reading at a regular meeting held this 16th day of October, 2002.

Read and passed on second reading at a regular meeting held this 6th day of November, 2002.

Read and passed on final reading at a regular meeting held this 19th day of November, 2002.

Authenticated by the presiding officer and Clerk of the Commission on 21st day of November, 2002.

Filed with the Clerk November 21, 2002.


JIMMY WEEKLEY, MAYOR

ATTEST:


CHERYL SMITH, CITY CLERK



THE CITY OF KEY WEST
POST OFFICE BOX 1409
KEY WEST, FLORIDA 33041-1409
WWW.KEYWESTCITY.COM

MEMORANDUM

TO: Mayor & Members of the City Commission

FROM: Robert Tischengel
City Attorney RT

DATE: October 17, 2002

RE: Special Events Ordinance
Second Reading

The following are the changes made to the Special Events Ordinance for second reading:

- Section 6-26. The requirement of certified check or credit card applies only to the down payment.
- Section 6-27. The requirement of payment for parking meters has been removed altogether. In its place is a new section concerning food and beverage booths, and a prohibition against their placement in front of or near restaurants and bars.
- Section 6-56. The contact person's telephone number is now required.
- Section 6-57. Each nonprofit organization named by a sponsor in the application must provide a letter of assent to the City Manager.
- The effective date of the ordinance is January 1, 2003.

RULES AND REGULATIONS FOR USE OF CITY OF KEY WEST PROPERTY FOR SPECIAL EVENTS

1. All Applicant(s) must fill out a City of Key West (City) application form provided to you by the Office of the City Manager.

2. Application(s) for special event(s) must be in the Office of the City Manager 60 days prior to the event.

3. Application(s) must provide comprehensive liability insurance insuring itself and the City against all claims of damages or injury to persons or property arising for any reason as a result of the activities associated with the special event permitted by the City. The insurance policy shall be written by a solvent insurance company in good standing and shall provide a minimum of \$1 million general liability. The policy shall show the City of Key West as an additional named insured.
 Sponsor's Signature Sunrise Rotary Club of Key West
 By: Jul Norlock, Pober Run Chair

4. The applicant shall indemnify and hold the City harmless from all losses, claims, damages, liabilities, and expenses which may be incurred by the City or which may be claimed against the City by any person, firm to the person or property of any person, firm, corporation, or entity which are consequent or arise from the activities of the permit holder or its equipment, employees, agents, guests, licensees, or invitees for the permit holder activities or which damages/injuries are consequent or arise from permit holders failure to comply with all applicable laws, statutes, ordinances and regulations.
 Sponsor's Signature Sunrise Rotary Club of Key West
 By: Jul Norlock

5. Applicant(s) who are businesses or private persons who wish to close a City street must make an application jointly with a non-profit entity. When a sponsor proposes a special event that will cause the closing of a city street or other public right-of-way, the sponsor must donate at least 25% of the sponsor's gross revenues or \$1000.00, whichever is greater, to at least one nonprofit organization. The sponsor must designate the nonprofit organization(s) on the application for the event. Each named nonprofit organization must provide the city manger with a letter of assent. Applicant(s) must also hire an off-duty police officer(s) for crowd control and safety as determined by the Key West Police Department or the City Manager's Office. Applicant(s) must have neighboring businesses sign a petition of no objection to the street closure.
 Sponsor's Signature Sunrise Rotary Club of Key West
 By: Jul Norlock

6. *Within 30 days of the events completion the City Commission will receive a letter from the not for profit organization stating the amount of the monetary donation received from the event.*
 Sponsor's Signature Sunrise Rotary Club of Key West
 By: Jul Norlock

7. Applicant(s) wishing to sell/consume alcoholic beverages on City property must have approval by the City Commission via Resolution and must hire an off-duty police officer(s) for crowd control and safety as determined by the Key West Police Department or City Manager's Office. Applicant must provide liquor liability insurance.
 Sponsor's Signature Sunrise Rotary Club of Key West
 By: Jul Norlock

8. Applicant(s) wishing to have an exemption from the noise control ordinance must fill out an application thirty days before the event. Processing fee for the application is \$50.00.
 Sponsor's Signature Sunrise Rotary Club of Key West
 By: Joe Nardone
9. All applications are subject to approval at the discretion of the City Manager and/or City Commission.
 Sponsor's Signature Sunrise Rotary Club of Key West
 By: Joe Nardone
10. Notice of the city commission's proposed action on an application for a special event permit shall be mailed prior to the meeting at which the matter is to be considered to all property owners and occupants of property located within a 100-foot radius of the proposed special event. Notice of such proposed action also shall be published in a newspaper of general circulation in the city at least five days prior to the date of the city commission decision. The notice shall identify a contact person and phone number for complaints. The applicant shall pay for the newspaper advertisement.
 Sponsor's Signature Sunrise Rotary Club of Key West
 By: Joe Nardone
11. The organizer or sponsor of any special event, which requires the provision of additional or extraordinary support services by police, fire, administration, or other city departments shall pay to the city the cost of such services. A down payment of 10 percent of the costs, as estimated by the city manager, shall be made to the city either by certified check or credit card at least ten days prior to the special event.
 Sponsor's Signature Sunrise Rotary Club of Key West
 By: Joe Nardone
12. The first \$1000.00 of costs as specified in subsection (a) of the ordinance may be waived for any organizer or sponsor, which qualified as a tax-exempt nonprofit organization according to state or federal law. Acceptance of this waiver by such sponsor shall render the special event a public accommodation subject to the human rights provision of the section 38-225.
 Sponsor's Signature Sunrise Rotary Club of Key West
 By: Joe Nardone
13. Any nonprofit organization accepting the waiver provided for by subsection (d) of the ordinance shall, within 90 days following the special event, submitted to the city commission an accounting of expenses and revenues incurred and generated during the special event.
 Sponsor's Signature Sunrise Rotary Club of Key West
 By: Joe Nardone
14. Whenever the sponsor of a special event provides temporary bathroom facilities on the public right-of-way, at least five percent of those facilities or one of those facilities, whichever is the greater number, shall be accessible to persons with physical disability.
 Sponsor's Signature Sunrise Rotary Club of Key West
 By: Joe Nardone
15. Where a person has not applied for a special event permit and an event at it's location spills into a street, causing the police department to close all or a portion of the street, the person sponsoring the event shall pay all such extraordinary service costs incurred by the city. On each anniversary of this occurrence, if the person can reasonably anticipate an overflow of people into the street, a special event permit must be applied for consistent with this division. A violation of this section may be grounds for revocation of an occupation license.
 Sponsor's Signature Sunrise Rotary Club of Key West
 By: Joe Nardone

16. Special events may use fog, smoke and bubble machines or any device that emits a mist or spray contingent on Key West Fire Department approval. Approval must be obtained a minimum of 48 hours prior to the event. The use of confetti or confetti machines is strictly forbidden.

Sponsor's Signature *Sunrise Rotary Club of Key West.*

By: *Julie Nantz*

17. Special Events organizers must submit a adequate recycle plan for the size of the event being requested. Helpful hints and recycling requirements for special events can be found on the city's website. This will help you develop your plan.

Sponsor's Signature *Sunrise Rotary Club of Key West*

By: *Julie Nantz*

18. All special events are required to comply with the Federal Americans with Disability's Act which requires access to all areas and services provided by the special events. Organizers must insure that all aspects of their event meet the requirements.

Sponsor's Signature *Sunrise Rotary Club of Key West*

By: *Julie Nantz*

Complete Checklist for Event Recycling

City of Key West

- Identify contact person at the festival responsible for working with recycling.
Name of person: GREG SULLIVAN Phone number: 305-797-3355
- Identify the recyclable commodities that will be used by the public and behind-the-scenes.
Aluminum X Glass X #1 Plastic X #2 Plastic X Steel _____
Corrugated Cardboard X Other: _____
- Define the amount of recycling containers needed for the festival grounds (based on commodities used at the event and where they will be used and discarded. When recyclables are used throughout event, 1 recycling container for every 1 trash barrels will be used).
Amount of recycling and garbage containers needed: 24
- Arrange for recycling containers for the grounds and a large container (roll-off or festival box) and coordinate delivery and removal arrangements. Recycling containers may be ordered from Waste Management. 305 296-2825.
Arrangements made: GREG SULLIVAN, WASTE MANAGEMENT
- Capacity of containers on grounds: 24-35 GAL RECYCLERS; 24-64 GAL TRASH
Contact person for containers: GREG SULLIVAN Phone #: 305-797-3355
- Order signs to inform customers of recycling. Signs are needed for point-of-purchase locations and recycling containers.
- Acquire liner bags for the recycling containers to be placed on the grounds. Ensure that the capacity of the bags is equal to or greater than that of the recycling containers on the grounds.
- Arrange for emptying of recycling containers during the event – from the containers on the grounds to the large container.
Arrangements made: YES
- Arrange for pick-up of the recyclables. The agency providing containers will often take the materials for recycling. In other cases, arrange for the materials to be taken to a recycling facility.
Arrangements made: YES
- Meet with vendors and tell them to ask customers to recycle the appropriate materials. Make sure vendors know what will be recycled. Inform them that signs will be posted in their areas.
- Oversee the delivery of containers and placement of signs.
- Place recycling containers next to trash cans on the grounds and insert liner bags. All recycling

containers must be adjacent to trash barrels in order to reduce contamination problems.

- Monitor recycling containers for correct usage during the event and take actions to solve problems.
Problems: _____
Actions taken: _____

- View trash barrels and note any recyclables in the trash. Take actions to solve problems.
Problems: _____
Actions taken: _____

- Take photos of event recycling, record data on volumes of recyclables and trash, and ask vendors and event organizers for comments about the program
Comments: _____

- Ensure that recyclables are removed and taken to the large container when bins are full and that liner bags are replaced.
- At the end of the event, remove signs and arrange for their return to owners.
- Place recycling containers in the pick-up location, as arranged with the providers of the containers.
- Ask the recycling facility to appraise the amount of material collected for recycling by weight, volume, or counts and report on contamination levels.
Amount of material: _____
Contamination: _____
- Prepare a report on the program including strategies used, amount of material diverted, comments and suggestions from participants and future recommendations.
- Share the results with event organizers.
- Security deposit of \$1000.00 must be submitted prior to the event.
- Security deposit returned: _____

*For more information about event recycling and waste reduction, contact Waste Management at
305 296-2825*

Sunrise Rotary Club Annual Bike Week Fundraiser
September 18-19, 2015
10am - Midnight each day

Recycle Plan

Recycle Coordinator: Greg Sullivan

Recycle Coordinator will:

- Inform Sunrise Rotary Staff of recycling policy
- Coordinate recycling containers on the street (extra bins will be leased if necessary)
- Pick up recycled items via Waste Management through our business account
- Report recycled materials to the City of Key West (Annalise Mannix 809-3747)
- Ensure that waste containers are placed throughout the event area
- Separate recyclables from trash

Minimum City Requirements:

1. Place recycle bins for cans and bottles within 50 feet of all vendor locations. (Sunrise Rotary Club will not be leasing vendor locations for food or beverages other than the beer wagon of the Sunset Rotary Club. Sunrise Rotary will require recycle containers at the Sunset Rotary Beer Wagon. Soda and draft beer served will be in cups.)
2. Sunset Rotary's staff will separate and place bottles, cans and cardboard into separate containers.
3. Recyclables will be picked up by Waste Management.
4. Cardboard will be recycled through our Waste Management account.
5. Recycle bins will be clearly marked to reduce sorting time.



THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3828

Pursuant to my request to conduct a special event requiring authorization by the City Commission, I agree that throughout the event I will keep the premises clear of accumulated recyclables, trash and debris. This includes emptying trash and recycle cans on a regular basis for the duration of the event.

Sunrise Rotary Club of Key West
By: *Freel Nardok*
Bike Week Chair



SUNRISE ROTARY FOUNDATION
 PO BOX 2354
 KEY WEST, FL 33045
 Ph. 305-295-1191

1967
 63-7955/2670

4-6-2015
 Date

Pay to the
 Order of

CITY OF KEY WEST

\$ 1000.00

One thousand

Dollars



Security
 Features
 Details on
 Back



P.O. Box 1898
 Key West, FL 33041-1898
 www.keysfcu.org

TWO SIGNATURES REQUIRED OVER \$2500.

J. H. H. H.

For

Recycling deposit

MP

~~XXXXXXXXXX~~

~~XXXXXXXXXX~~

~~XXXX~~

Harland Clarke

City of Key West
 *** CUSTOMER RECEIPT ***
 Oper: KEYWSTS2 Type: OC Drawer: 1
 Date: 4/10/15 45 Receipt no: 19077

Description	Quantity	Amount
ZZ UNUSUAL PAYMENT	1.00	\$1000.00

G/L account number:
 00100002200100

SUNRISE ROTARY BIKE WEEK
 POKER RUN RECYCLING DEP

Tender detail		
CK CHECK	1967	\$1000.00
Total tendered		\$1000.00
Total payment		\$1000.00

Trans date: 4/10/15 Time: 15:13:49

Poker Run 2014 - Final Results as of February 2015

C:\Users\albert\Documents\log 04-11-2015\Vendor\duval\duval event other doc\Income item 2014 and Income Statement

Income Items	2014
Vendor- Spacers	\$11,305.00
Uncollected	
Ad spaces	\$6,950.00
Scooter Raffle Ticket vs 50/50 Sales	
Towel Sales	\$0.00
Parking bands from Drew	\$9,800.00
T-shirts/parking bands/cash & credit cards	\$19,500.00
Upper Duval Crawl	\$3,275.00
Bikini Contest entrance fee	
Bottle Cap Kick Off - Tip money	\$87.50
50/50 Raffle	
Total Income	\$50,917.50

1 of 2
Trent Henderson

Poker Run 2014 - Final Results as of February 2015

C:\Users\jhall\Documents\1416_170_2015\2014\HardRock\Final 2014 Auditors Statement

Expense Items		2014
Police/Security/Fire/Ambulance	\$21,645.00	
Kick Off Party	\$0.00	
Poker Run Guide - Set up cost - Dina Coyle	\$900.00	
Poker Run Guide Commission	\$1,390.00	
Poker Run Guide - Refunds for ad not appearing	\$0.00	
Towels printing/postage	\$0.00	
Newspaper Advertising - The Weekly		
Scooter for raffle		
Raffle Ticket/Poster printing		
" Furthest Away" prize		
Stage - Sound & Lighting at Hard Rock		
Entertainment - Band at Hard Rock		
Radio Remotes for Hard Rock Event		
License for event - ABT & permit fees	\$6,000.00	
Poker Run Stops - 4 stops up the Keys		
Bike Week T-shirts		
Upper Duval Crawl T-shirts	\$1,538.76	
Schooner Wharf Trip out - Rotary Breakfast Mtg		
Bikini Winner - Meagan Allumbaugh		
Hitch King - Truck rental		
Booth night security	\$180.00	
Misc. reimbursement	\$78.40	
City of Key West - Public Works	\$5,736.93	
	<u>\$37,469.09</u>	
Total Expense		
Net Profit for Poker Run		<u>\$13,448.41</u>

2 of 2
[Handwritten Signature]



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
03/29/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER LOCKTON COMPANIES,LLC-K CHICAGO 525 W. Monroe, Suite 600 CHICAGO IL 60661 (312) 669-6900	CONTACT NAME: Lockton Companies	
	PHONE (A/C, No, Ext): 1-800-921-3172 FAX (A/C, No): 1-312-681-6769 E-MAIL ADDRESS: Rotary@lockton.com	
INSURED All Active US Rotary Clubs & Districts Attn: Risk Management Department 1560 Sherman Ave. Evanston, IL 60201-3698	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Westchester Fire Insurance Company	10030
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	

COVERAGES ROTIN01 CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Liquor Liability Included GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			PMI G23861355 006	7/1/2014	7/1/2015	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ XXXXXXXX PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 10,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 \$
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			PMI G23861355 006	7/1/2014	7/1/2015	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX \$ XXXXXXXX
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$			NOT APPLICABLE			EACH OCCURRENCE \$ XXXXXXXX AGGREGATE \$ XXXXXXXX \$ XXXXXXXX
	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			NOT APPLICABLE			<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ XXXXXXXX E.L. DISEASE - EA EMPLOYEE \$ XXXXXXXX E.L. DISEASE - POLICY LIMIT \$ XXXXXXXX

Will get news one on July

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
The Certificate Holder is included as Additional Insured where required by written and signed contract or permit subject to the terms and conditions of the General Liability policy, but only to the extent bodily injury or property damage is caused in whole or in part by the acts or omissions of the insured.

CERTIFICATE HOLDER City of Key West, Florida 3132 Flagler Avenue Key West, FL 33040 RE: Key West Sunrise Rotary Club #25317 District #6990 Event: Motorcycle Bike Week September 17, 2015 - September 20, 2015	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

FLORIDA DEPARTMENT OF STATE
DIVISION OF CORPORATIONS



Detail by Entity Name

Florida Non Profit Corporation

SUNRISE ROTARY FOUNDATION OF KEY WEST, INC.

Filing Information

Document Number	N95000005579
FEI/EIN Number	311567369
Date Filed	11/27/1995
State	FL
Status	ACTIVE
Last Event	REINSTATEMENT
Event Date Filed	10/23/1998

Principal Address

3930 SOUTH ROOSEVELT BLVD, N-407
KEY WEST, FL 33040

Changed: 03/27/2009

Mailing Address

P.O. BOX 2354
KEY WEST, FL 33045

Changed: 10/23/1998

Registered Agent Name & Address

MORGAN, DOUGLAS
3706-H NO. ROOSEVELT BLVD.
KEY WEST, FL 33040

Name Changed: 10/23/1998

Address Changed: 10/23/1998

Officer/Director Detail

Name & Address

Title S

GRIFFITHS, STEPHANIE
40 KEY HAVEN RD
KEY WEST, FL 33040

Title D

CALHOUN, BOB
30320 OVERSEAS HWY
BIG PINE KEY, FL 33043

Title T

RZAD, STANLEY T
PO BOX 776
KEY WEST, FL 33041

Title P

SMITH, JAMES
25 ALLAMANDA TERRACE
KEY WEST, FL 33040

Title VP

HENSON, STEVE
1415 ATLANTIC AVE
KEY WEST, FL 33040

Title D

SANDERS, JERRY
604 TRUMAN AVE
KEY WEST, FL 33040

Annual Reports

Report Year	Filed Date
2013	03/06/2013
2014	03/03/2014
2015	02/27/2015

Document Images

02/27/2015 -- ANNUAL REPORT	View image in PDF format
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03/09/2000 -- ANNUAL REPORT	View image in PDF format
02/20/1999 -- ANNUAL REPORT	View image in PDF format
10/23/1998 -- REINSTATEMENT	View image in PDF format
08/19/1996 -- ANNUAL REPORT	View image in PDF format

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State of Florida, Department of State



THE CITY OF KEY WEST

P.O. BOX 1409
KEY WEST, FL 33041-1409

RELEASE AND INDEMNIFICATION
Sunrise Rotary Club of Key West
Motorcycle Bike Week

Friday, September 18 and Saturday, September 19 2015

I **STAN READ** being authorized to act on behalf of and legally bind **Sunrise Rotary Club of Key West** doing business as the legal entity or association on whose behalf this application is made, do hereby release the City of Key West, its officers, agents and employees from any and all liability for damages arising out of, or related to the activities for which application for leave to use City property has been submitted; and do hereby further agree, on behalf of said entity or association to indemnify, and hold harmless the City of Key West, its officers, agents, and employees from and against any and all damages to personnel or property of the City, and against all claims for damages or injuries to other persons or property of any nature whatsoever, and for defense costs, including attorneys' fees at both trial and appellate levels, arising from the actions or omissions of the person(s) or legal entity(ies) on whose behalf the application is submitted, including, but not limited to, the sale and dispensing of alcoholic beverages, or otherwise arising from the actions of their members, licensees, customers, guests, invitees, or participants in the related activities permitted. The foregoing Release and Indemnification agreement does not apply to those claims for damages or injuries which result from the negligent actions or omissions of the City of Key West, its officers, agents, and employees.

James E. Smith
Signature of Witness

JAMES E. SMITH
Print Name

4/8/2015
Date

Stanley T. Read
Signature of Applicant

Stanley T. Read
Print Name

4/8/2015
Date



KEY WEST
SUNRISE
 ROTARY CLUB
 OF THE CONCH REPUBLIC



**SUNRISE ROTARY CLUB ANNUAL BIKE WEEK FUNDRAISER
 SEPTEMBER 18-19, 2015**

STATEMENT OF NON-OBJECTION TO STREET CLOSURE

The undersigned business has no objection to the closure of the 100-500 blocks of Duval Street (from Front St. to Southard St.) and Greene Street (From Elizabeth to Whitehead Streets) for the above Rotary Fundraiser (Benefits Rotary's College Scholarship Fund for Key West High School Seniors):

<u>Business Name & Address</u>	<u>Printed Name</u>	<u>Signature</u>
1. <u>Kermits Key Lime</u>	<u>Kermit CARPENTER</u>	<u>[Signature]</u>
2. <u>Greene Street Co</u>	<u>STEPHEN CUSIMANO</u>	<u>[Signature]</u>
3. <u>DUVAL STREET</u>	<u>Jon McIntosh</u>	<u>[Signature]</u>
4. <u>DUETTO 540 GREEN ST</u>	<u>Alto R.</u>	<u>AZBERG, Riccardo</u>
5. <u>Tafost Scovs Saloon 426 Greene</u>	<u>NICK HAN HOLM</u>	<u>[Signature]</u>
6. <u>SLOPPY JOES</u>	<u>MARK CAMPBELL</u>	<u>[Signature]</u>
7. <u>Crazy Shirts</u>	<u>el Rockett</u>	<u>M. Rockett</u>
8. <u>Naples Soap</u>	<u>Raymond Petene</u>	<u>[Signature]</u>
9. <u>Island Breeze</u>	<u>Konstantin</u>	<u>[Signature]</u>
10. <u>SMALLEST BAR</u>	<u>NEIB MENKARA</u>	<u>Neib Menkara</u>
11. <u>ITALIAN JEWELERS</u>	<u>KISHORE JAGATHIA</u>	<u>Mr.</u>
12. <u>ARTISTS + Friends</u>	<u>David D. Vining</u>	<u>[Signature]</u>
13. <u>Conch Jeweler</u>	<u>Conch Jewels</u>	<u>[Signature]</u>
14. <u>Ripley's B.I.O.N.</u>	<u>and ANN</u>	<u>Deven Allen</u>
15. <u>Matthessen's</u>	<u>Lisa Plishkina</u>	<u>[Signature]</u>

Dina/ad



KEY WEST
SUNRISE
 ROTARY CLUB
 OF THE CONCH REPUBLIC



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<u>Business Name & Address</u>	<u>Printed Name</u>	<u>Signature</u>
1. <u>EMERALDS INTERNATIONAL</u>	<u>W. McROBERTS</u>	<u>W. McRoberts</u>
2. <u>WYLAND</u>	<u>M. G. Webb</u>	<u>M. G. Webb</u>
3. <u>It'Sugar 117 Duval St.</u>	<u>Robin Madden</u>	<u>Robin Madden</u>
4. <u>KEY WEST HD 121 DUVAL</u>	<u>JERRY MOTZ</u>	<u>Jerry Motz</u>
5. <u>AROMA Island</u>	<u>Grace Vaz</u>	<u>Grace Vaz</u>
6. <u>Pacific Jewelry</u>	<u>Ashley S. Griffin</u>	<u>Ashley S. Griffin</u>
7. <u>Island Silver</u>	<u>Bandalac</u>	<u>Bandalac</u>
8. <u>Conch FLASH</u>	<u>Jerralyn Gornik</u>	<u>Jerralyn Gornik</u>
9. <u>Rumor Lounge</u>	<u>Nic Pace</u>	<u>Nic Pace</u>
10. <u>RADT TOURS</u>	<u>MIKE STODOLSKI</u>	<u>Mike Stodolski</u>
11. <u>MINE SHARPS DESIGN</u>	<u>FUCHELO MORRISON</u>	<u>Fuchelo Morrison</u>
12. <u>Island Safari Rentals</u>	<u>Wilfredo Duran</u>	<u>Wilfredo Duran</u>
13. <u>Key West Shoe</u>	<u>[Signature]</u>	<u>[Signature]</u>
14. <u>Matthew (Kai's Kai) Sanders</u>	<u>Matthew Ramo</u>	<u>Matthew Ramo</u>
15. <u>Any New Look</u>	<u>Jan Jayem</u>	<u>Jan Jayem</u>



KEY WEST
SUNRISE
 ROTARY CLUB
 OF THE CONCH REPUBLIC



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<u>Business Name & Address</u>	<u>Printed Name</u>	<u>Signature</u>
1. NAUTICAL TREASURES 417 GREENE ST	J. Alvarez	[Signature]
2. BUMBLE BEE 419 GREENE ST	J. Alvarez	[Signature]
3. Coyote Ugly 210 Duval	Julianne Hemick	[Signature]
4. Sun Shine apparel	Stephen M. Sternal	[Signature]
5. Judith Palacios 220 B Duval judith palacios KEY WEST CHAINS	Judith P.	[Signature]
6. Aqua Tattoos	Chris Rohlfier	[Signature]
7. The Bayle	Stacy Thomas	[Signature]
8. Almost Art	Tony Scelbi	[Signature]
9. Caroline's	Zoe Lamm	[Signature]
10. Grand Cafe	Tracy Neuhaus	[Signature]
11. SHORE STORE	OLIVER AMAR	[Signature]
12. Bikini Village	P. ANGE	[Signature]
13. FRESH Produce High Detour	N. DeWine	Nicole DeWine
14. LICIA Peter's Chico's	Licia Fletch	[Signature]
15. Earthbound Trading Co.	Tammy Ferrell	[Signature]



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<u>Business Name & Address</u>	<u>Printed Name</u>	<u>Signature</u>
1. <u>Colombian Collection</u>	<u>303 Duval</u>	<u>[Signature]</u>
2. <u>Fat Tuesday 305 Duval</u>	<u>Billy Leonard</u>	<u>[Signature]</u>
3. <u>KEY HARD ROCK</u>	<u>Kory M. [Signature]</u>	<u>[Signature]</u>
4. <u>KWCC Keyweste.gance</u>	<u>JOHN LOUB</u>	<u>[Signature]</u>
5. <u>Sam ^{Pin D} _{my phat}</u>	<u>Sam molnar</u>	<u>[Signature]</u>
6. <u>Shades BUS</u>	<u>Sam molnar</u>	<u>[Signature]</u>
7. <u>Jean Moises</u>	<u>Yooni</u>	<u>[Signature]</u>
8. <u>KID'S</u>		
9. <u>D, T, W</u>	<u>Traver</u>	<u>[Signature]</u>
10. <u>Mate</u>		<u>[Signature]</u>
11. <u>The Sun Shop Venice World</u>	<u>Taylor</u>	<u>[Signature]</u>
12. <u>Banana Repble</u>	<u>Jasen</u>	<u>[Signature]</u>
13. <u>Crazy shirt</u>	<u>Cassandra</u>	<u>[Signature]</u>
14. <u>Kilwins</u>	<u>V. Morello</u>	<u>[Signature]</u>
15. <u>[Signature]</u>		



KEY WEST
SUNRISE
 ROTARY CLUB
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<u>Business Name & Address</u>	<u>Printed Name</u>	<u>Signature</u>
1. <u>Rivers Direct 535 Greene St.</u>	<u>Blake</u>	<u>[Signature]</u>
2. <u>LOVE IN BLOOM</u>	<u>KRISTY GERRY</u>	<u>[Signature]</u>
3. <u>Fairville Sexy things</u>	<u>Dale Galletan</u>	<u>[Signature]</u>
4. <u>Five Dollar Store 109</u>	<u>Renee Telen</u>	<u>Telen</u>
5. <u>JT Florida Key</u>	<u>John Vogel</u>	<u>[Signature]</u>
6. <u>BAGATELLE</u>	<u>DAMIAN DEANGELIS</u>	<u>[Signature]</u>
7. <u>Diamond's Int'l</u>	<u>PAULA HOUSTON</u>	<u>Paula Houston</u>
8. <u>Address T-SHACK</u>	<u>Nathan Holt</u>	<u>Nathan Holt</u>
9. <u>Body therapy 211A</u>	<u>Ryan Hoskins</u>	<u>[Signature]</u>
10. <u>CROSS</u>	<u>WILLIAM DRAE</u>	<u>[Signature]</u>
11. <u>Irish Key</u>	<u>Judy Burrell</u>	<u>Judy Burrell</u>
12. <u>JOHNNY Headsets</u>	<u>MICK REED</u>	<u>[Signature]</u>
13. <u>BURGERS</u>	<u>ANDRES THOMPSON</u>	<u>[Signature]</u>
14. <u>Branka Marie</u>		
15. <u>Fogarty's</u>	<u>Johna Burnett</u>	<u>[Signature]</u>



KEY WEST
SUNRISE
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<u>Business Name & Address</u>	<u>Printed Name</u>	<u>Signature</u>
1. <u>Claire's 402 Duval</u>	<u>Kennethia K. Santiago</u>	
2. <u>Sandal Factory 908 Duval</u>	<u>Roxie Geimer</u>	
3. <u>WINEO 430 DUVAL ST.</u>	<u>CARE COSKEY</u>	
4. <u>STARBUCKS</u>	<u>Kevin Hawthorne</u>	
5. <u>CVS</u>	<u>Chris Moffat</u>	
6. <u>Margaritaville</u>	<u>Toni Tipton</u>	
7. <u>Island Style</u>	<u>D. Roman</u>	
8. <u>LeTritters</u>	<u>Steve England</u>	
9. <u>Life is good</u>	<u>FERY</u>	
10. <u>Coleman Gallery</u>	<u>Cynthia Wenzinger</u>	
11. <u>Coleman Gallery</u>	<u>Joseph Sammut</u>	
12. <u>FOREVER YOUNG</u>	<u>ALEX VIVOGRAPOV</u>	
13. <u>Walgreens</u>	<u>Mahammed Terebe</u>	
14. <u>Willie T's Restaurant</u>	<u>BAR Medinir Todorov</u>	
15. <u>Peter Lik</u>	<u>Chad Remmert</u>	



KEY WEST
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<u>Business Name & Address</u>	<u>Printed Name</u>	<u>Signature</u>
1. <u>JKS Flats 509 Duval</u>	<u>Kevin Kultima</u>	<u>[Signature]</u>
2. <u>DeRubois Fine Art 511 Duval</u>	<u>James Way</u>	<u>[Signature]</u>
3. <u>Hearshy Carter 513 Duval</u>	<u>Brenden Day</u>	<u>[Signature]</u>
4. <u>Coach</u>	<u>Alicen Rodolph</u>	<u>[Signature]</u>
5. <u>Women's Club</u>	<u>Robin Robinson</u>	<u>[Signature]</u>
6. _____	_____	_____
7. _____	_____	_____
8. _____	_____	_____
9. _____	_____	_____
10. _____	_____	_____
11. _____	_____	_____
12. _____	_____	_____
13. _____	_____	_____
14. _____	_____	_____
15. _____	_____	_____

7 of 7

Bike Entry Route

Vendor Village 1 Side Only

Police and Possible Bike Parking

Friday Bike Parking 2 Sides

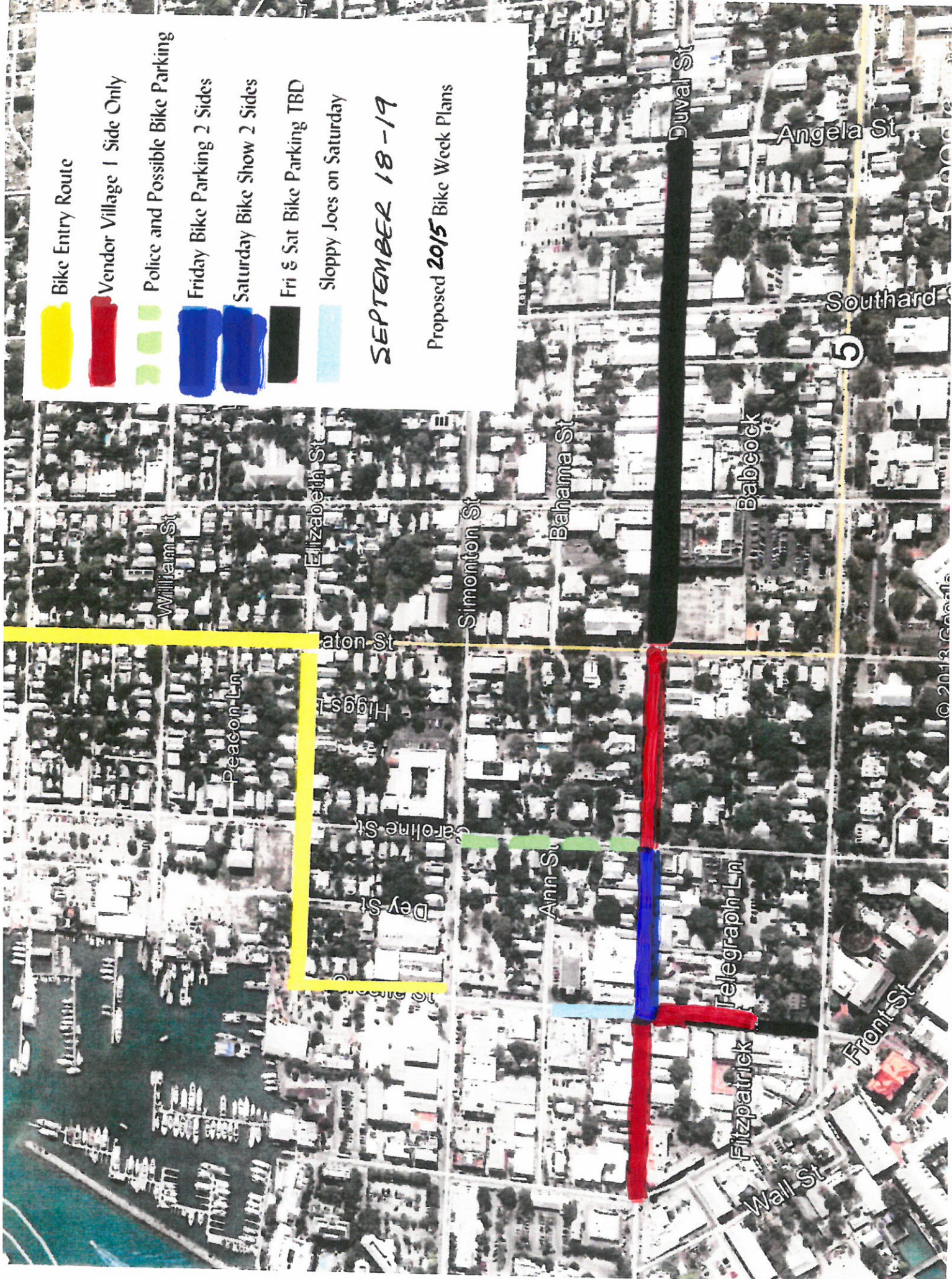
Saturday Bike Show 2 Sides

Fri & Sat Bike Parking TBD

Sloppy Joes on Saturday

SEPTEMBER 18-19

Proposed 2015 Bike Week Plans



© 2013 Google

KW SUNRISE ROTARY

Event Name: BIKE WEEK 2015

Special Event Checklist

Everything must be checked off before submitting the special event application

X	TITLE	COMMENTS
X	Special Event Application	
X	Noise Exemption (If applicable)	
X	\$50.00 for Noise	
X	Ordinance initialed	
X	Recycling checklist completed	
X	Recycling deposit \$1,000.00	
X	Recycling Plan	
X	Authorization Letter for continuous cleaning of recycled area	
X	Signatures of No Objection of Street closure (If applicable)	
X	Insurance naming the City as additional insured	
X	Financial of previous event (If applicable)	
X	Release & Idemnification Form	
X	Site Map (where barricades, stages, etc are to go)	
	Letter from non profit that states they will be receiving the funds	SUNRISE ROTARY IS THE NON-PROFIT.

OK →

Sunrise Rotary Foundation of Key West, Inc
Charity Motorcycle Bike Week

Sept 18: 19, 2015

CITY OF KEY WEST SPECIAL EVENTS
DEPARTMENT APPROVALS (in order of routing):

EVENTS (INITIAL SIGNOFF):

Maria Ramirez 4/17/15
SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

PUBLIC WORKS

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

POLICE DEPARTMENT

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

FIRE DEPARTMENT

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

KWDOT/PORT

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

CODE COMPLIANCE

CONDITIONS/RESTRICTIONS:

Jim Yang 2 Apr 15
SIGNATURE DATE

EVENTS:

REQUEST HAS BEEN APPROVED _____

DENIED _____

(if denied attach explanation)

Sunrise Rotary Foundation of Keywest, Inc Charity Motorcycle Bike Week

Sept 18-19, 2015

CITY OF KEY WEST SPECIAL EVENTS DEPARTMENT APPROVALS (in order of routing):

EVENTS (INITIAL SIGNOFF):

Maria Ruff 4/7/15
SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

PUBLIC WORKS

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

POLICE DEPARTMENT

Steven Torrence
Digitally signed by Steven Torrence
DN: cn=Steven Torrence, o=KWPD, ou=KWPD,
email=sttorrence@cityofkeywest-fl.gov, c=US
Date: 2015.04.08 09:48:56 -0400
SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

This requires a meeting with KWPD and
event organizers
Requires Extra Duty Officers
Requires ABT Alcohol Permits

FIRE DEPARTMENT

SIGNATURE DATE

KWDOT/PORT

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

CODE COMPLIANCE

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

EVENTS:

REQUEST HAS BEEN APPROVED _____
DENIED _____

(if denied attach explanation)

Sunrise Rotary Foundation of Key West, Inc
Charity Motorcycle Bike Week

Sept 18-19, 2015

CITY OF KEY WEST SPECIAL EVENTS
DEPARTMENT APPROVALS (in order of routing):

EVENTS (INITIAL SIGNOFF):

Maria Ratajeff 4/17/15
SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

PUBLIC WORKS

[Signature]
SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

POLICE DEPARTMENT

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

FIRE DEPARTMENT

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

KWDOT/PORT

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

CODE COMPLIANCE

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

EVENTS:

REQUEST HAS BEEN APPROVED _____
DENIED _____

(if denied attach explanation)

Poker Run – Sunrise Rotary

CITY OF KEY WEST SPECIAL EVENTS DEPARTMENT APPROVALS

EVENT (INITIAL SIGNOFF):

CONDITIONS/RESTRUCTIONS

SIGNATURE

DATE

PUBLIC WORKS

SIGNATURE

DATE

POLICE

SIGNATURE

DATE

FIRE DEPARTMENT

Danny Blanco

04/15/2015

SIGNATURE

DATE

SEE ATTACHED MEMO

PORT/KEY WEST DOT

SIGNATURE

DATE

CODE COMPLIANCE

SIGNATURE

DATE

KEY WEST PROPERTY
MANAGEMENT

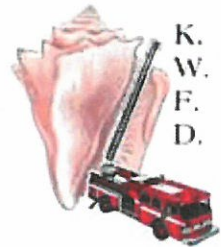
SIGNATURE

DATE

PARKING DEPARTMENT

SIGNATURE

DATE



THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3933

To: Sunrise Rotary Club of Key West (joelnarlock@gmail.com)

From: Division Chief/Fire Marshal Danny Blanco

Date: 4/15/2015

Reference: Poker Run 2015

This office reviewed the special event application for the Sunrise Rotary Club of Key West to be held on September 18- 19, 2015.

The following conditions apply:

- Road closure needs to allow for a fire lane, in accordance with the map provided.
- No parking areas for each block are listed on the attached letter.
- Event organizer is responsible for Fire Inspectors @ \$40.00 an hour. They will be present for the entire event to conduct a Fire Safety Watch.
- Attached is a letter stating the requirements set forth by the City for the event.

If I can be of any further assistance please contact me.

Danny Blanco, Fire Marshal/Division Chief

Key West Fire Department
1600 N. Roosevelt Boulevard
Key West, Florida 33040
305-809-3931 Office
305-292-8284 Fax
dblanco@keywestcity.com

Serving the Southernmost City

Key to the Caribbean – average yearly temperature 77 ° Fahrenheit.

3266 USMC B3X

Sunrise Rotary Foundation of Key West, Inc
Charity Motorcycle Bike Week

Sept 18: 19, 2015

CITY OF KEY WEST SPECIAL EVENTS
DEPARTMENT APPROVALS (in order of routing):

EVENTS (INITIAL SIGNOFF):

Maria Ratajchak 4/7/15
SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

✓ PUBLIC WORKS

SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

✓ POLICE DEPARTMENT

SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

✓ FIRE DEPARTMENT

SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

✓ KWDOT/PORT

SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

✓ CODE COMPLIANCE

SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

EVENTS:

REQUEST HAS BEEN APPROVED _____

DENIED _____

(if denied attach explanation)

Surprise Rotary Foundation of Key West, Inc
Charity Motorcycle Bike Week

Sept 18: 19, 20

CITY OF KEY WEST SPECIAL EVENTS
DEPARTMENT APPROVALS (in order of routing):

EVENTS (INITIAL SIGNOFF):

Maria Ruff 4/7/15
SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

PUBLIC WORKS

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

POLICE DEPARTMENT

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

FIRE DEPARTMENT

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

KWDOT/PORT

CONDITIONS/RESTRICTIONS:

Rogelio Hernandez 4-15-15
SIGNATURE DATE

Will require all
bus routes to be
detained.

CODE COMPLIANCE

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

EVENTS:

REQUEST HAS BEEN APPROVED _____
DENIED _____

(if denied attach explanation)